

CITY OF HENDRUM

Regular Council Meeting Minutes

July 11, 2022

CALL TO ORDER

Mayor Johannsen called to order the regular meeting of the City of Hendrum Council at 7:32 pm on July 11, 2022, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota. The Pledge of Allegiance was recited.

ROLL CALL

The following council members were present: Paul Baukol, Curt Johannsen, Brian Schlapkohl, and Mike Smart.

The following city personnel were present: Keri Plemmons, Clerk-Treasurer, and Carl Woeck, Maintenance Superintendent.

The following member of the public was present: John Kolness.

CITIZEN'S FORUM

Mr. John Kolness was in attendance to provide the council with the schedule of events for the Hendrum-Perley/NCW Reunion and Hendrum's 140th Celebration taking place July 15th – 17th and to discuss some of the planning details surrounding the event.

CONSENT AGENDA

- a) 2022-06-13 Regular Council Meeting Minutes
- b) 2022-06 Maintenance Logs
- c) April – June Patrolling Logs

MOTION: B. Schlapkohl moved; seconded by M. Smart to approve the consent agenda items as listed.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to Public Works: d) Levee Inspection

MOTION: M. Smart moved; seconded by P. Baukol to approve the agenda with the listed addition.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- A. PUBLIC WORKS:** Thein Well has completed the replacement and repairs on the 1978 well. Maintenance Superintendent Woeck has started chlorinating the system and will be running the new pump as the primary well for a few days.

- a) **Maintenance Superintendent Position:** Mr. Carl Woeck has accepted the offer to be the Maintenance Superintendent and started the job effective July 1st.
- b) **Pickup:** The green '97 Ford pickup and the white '94 Chevy pickup are no longer operable. The council declared both vehicles as surplus property and will contact a couple of businesses that purchase junk vehicles to get details to review at the August 8th meeting. In the meantime, the city still needs a working pickup to use for the mosquito sprayer and to collect branches. Councilmembers Schlapkohl and Smart had looked at a used pickup truck that has potential to fill the need and showed photos and discussed the condition and pricing of the truck with the rest of the council.

MOTION: P. Baukol moved; seconded by B. Schlapkohl to declare the green '97 Ford pickup and the white '94 Chevy pickup as surplus property.

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

MOTION: P. Baukol moved; seconded by B. Schlapkohl to authorize purchasing the used pickup truck from Mark Jossund for two thousand (\$2,000) dollars.

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

- c) **Credit Card:** The council approved adding Carl Woeck as an authorized card user from the general fund checking account.

MOTION: M. Smart moved; seconded by P. Baukol to approve adding Carl Woeck as an authorized card user from the general fund checking account with a five hundred (\$500) dollar daily purchase limit.

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

- d) **Levee Inspection:** A levee inspection is scheduled to take place on Wednesday, July 13th. There are several tasks to be completed before the inspection and the council discussed how to assist Mr. Woeck on Tuesday, July 12th, to finish as many as possible.

B. CLERK-TREASURER:

1. **Financial Report & Claims List:** The June financial report and July claims lists totaling \$40,821.87 were presented for approval. There was one correction to the June financial report. The investment balance for Hendrum's 125th Anniversary account incorrectly added the \$201.00 expense to the ending balance. The ending balance should be \$1,562.56.

MOTION: M. Smart moved; seconded by P. Baukol to approve June financial report and pay the following claims totaling \$40,821.87:

<u>Claim #</u>	<u>Vendor</u>	<u>Total</u>
3716	PERA	\$247.78
3717	Internal Revenue Service	\$1577.02
3718	Loffler Companies Inc.	\$175.27
3719	Clark's Excavating & Septic Pumping	\$225.00
3720	Valley General Store	\$185.16
3721	United Lease and Finance, Inc	\$3648.16

3722	McCollum Hardware, Inc	\$20.79
3723	Valley United Co-op	\$85.38
3724	Nepstad Oil	\$239.29
3725	Nepstad Oil	\$1173.54
3726	Minnesota Department of Health	\$313.00
3727	United Lease and Finance, Inc	\$1885.00
3728	Norman County Index	\$70.00
3729	Norman County Index	\$57.00
3730	RMB Environmental Laboratories, Inc	\$76.00
3731	Ada Auto Value	\$153.24
3732	Gopher State One-Call	\$1.35
3733	RMB Environmental Laboratories, Inc	\$76.00
3734	Hendrum EDA	\$242.00
3735	MAOSC	\$250.05
3736	Northwestern Bank	\$10.00
3737	Fuch's Sanitation, Inc.	\$2,648.03
3738	Red River Valley Cooperative Power	\$172.88
3739	Red River Valley Cooperative Power	\$3609.32
3740	Red River Valley Cooperative Power	\$48.51
3741	arvig	\$4.95
3742	Heritage Publications	\$99.00
3743	Burley's Tree Service	\$475.00
3744	arvig	\$4.95
3745	RDO Equipment Co	\$35.22
3746	Jeff's Plumbing, Inc.	\$2128.00
3747	City of Perley	\$1299.00
3748	Norman County Auditor-Treasurer	\$4487.85
3749	David Drown Associates, Inc.	\$500.00
3750	PERA	\$238.17
3751	Ada Electric, Inc.	\$450.00
3752	Postmaster	\$58.00
3753	The Red River Promoter	\$69.00
3754	REACH Thrift Store	\$16.57
3755	RDO Equipment Co	\$47.66
3756	Minnesota Rural Water Association	\$325.00
3757	Postmaster	\$80.00
3758	City of Hendrum	\$102.41
3759	Dakota Supply Group	\$3398.54
3760	Fuch's Sanitation, Inc.	\$2131.12
3761	Verizon Wireless	\$64.68
3762	Internal Revenue Service	\$933.32
3763	PERA	\$214.89

3764	Minnesota Revenue	\$731.52
3765	Zippy Rents	\$285.20
3766	Minnesota Revenue	\$757.00
3767	Carl Woeck	\$2862.00
3768	Carl Woeck	\$800.00
3769	Carl Woeck	\$56.31
3770	Ada Auto Value	\$313.98
3771	Gopher State One-Call	\$4.05
3772	RMB Environmental Laboratories, Inc	\$66.00
3773	Industrial Chem Labs	\$302.71
3774	Norman County Index	\$209.00

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. **MOTION PASSED.**

- C. MAYOR:** Mayor Johannsen proclaimed Saturday, July 16th, 2022, as Hendrum-Perley Husky Day within the City of Hendrum and encouraged all citizens to celebrate our community's rich past and vibrant future.
- D. FIRE DEPARTMENT:** The fire department will be hosting a free will meal and driving the fire trucks in the parade as part of the All-School Reunion celebration. The department is also planning to participate in the parade during Shelly Days.
 - 1. Simplot Building Donation:** No update.

PUBLIC HEARING

Notice was given that the Hendrum City Council will hold a public hearing to receive public commentary on the proposed granting of a property tax abatement for new house construction to Justin Rondorf for his property located at 360 Rice Street South in the amount of five hundred (\$500) dollars per year for five years for a total of two thousand five hundred (\$2,500) dollars. All interested persons were given the opportunity to appear at the hearing and present their view orally or in writing. There were no members of the public in attendance and no written commentary was received.

UNFINISHED BUSINESS

- A. City Ordinance Violations:** At the June 13, 2022, city council meeting, five properties had been identified as maintaining ordinance violations. As of the July 11, 2022, city council meeting all five properties were reported to be in compliance with the ordinances.
- B. City Street Paving Project:** No update.
- C. Proposed Water Supply Project:** No update.
- D. Elementary School:**
 - 1. Lease Agreements:** No update.
 - 2. Fitness Center/Gym Usage:** A revised draft of the policy was included in the agenda packets for review. After few more recommended edits, the Community Center Gymnasium Rental Agreement & Event Policy was finalized and adopted.

MOTION: M. Smart moved; seconded by P. Baukol to adopt the Community Center Gymnasium Rental Agreement & Event Policy with the recommended changes.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

- 3. Custodial Position:** The current custodial employee for the Professional Building agreed to expand her cleaning role to include the school building.

MOTION: P. Baukol moved; seconded by B. Schlapkohl to add once-a-week cleaning at the school building to Emily Plemmons's job duties to be paid through the General Fund for fifteen dollars (\$15) per hour.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

- E. Tax Abatement:** Following the conclusion of the public hearing, Resolution No. 2022-11: A Resolution Approving Property Tax Abatements at 360 Rice Street South was introduced for approval.

MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2022-11: A Resolution Approving Property Tax Abatements at 360 Rice Street South. On the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

- F. Variance:** A variance was granted to Jamie and Angela Trautner at 110 Hendrum Drive during the June 13, 2022, city council meeting. Resolution No. 2022-10: A Resolution Adopting Findings of Fact and Reasons for Approval for a Variance for Jamie and Angela Trautner at 110 Hendrum Drive was introduced for adoption.

MOTION: M. Smart moved; seconded by P. Baukol to adopt Resolution No. 2022-10: A Resolution Adopting Findings of Fact and Reasons for Approval for a Variance for Jamie and Angela Trautner at 110 Hendrum Drive. On the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

NEW BUSINESS

- A. Donation Resolution:** One donation was received from Northwestern Bank to be used for the Adopt-a-Pot program administered by the Hendrum Economic Development Authority.

MOTION: P. Baukol moved; seconded by B. Schlapkohl to adopt Resolution No. 2022-12: Resolution Accepting Donations: On the following roll call vote the resolution was duly adopted and on file at the City Clerk's office.

BAUKOL: aye; JEFFERY: absent; JOHANNSEN: aye; SCHLAPKOHL: aye; SMART: aye. MOTION PASSED.

B. All-School Reunion

- 1. 1-day Liquor License:** An application was received from the Hendrum-Perley All School Reunion for a temporary consumption and display permit for July 15th and 16th.

MOTION: B. Schlapkohl moved; seconded by *M. Smart* to approve issuing a temporary consumption and display permit for July 15th and 16th on the sidewalk in front of 303 Main Street East and in the gymnasium at 320 Main Street East to the Hendrum-Perley All School Reunion.

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

2. Parade permit: An application was received for a parade permit during Hendrum's 140th Celebration.

MOTION: M. Smart moved; seconded by *P. Baukol* to authorize a parade to take place on the city streets identified in the application submitted by Brian Schlapkohl during Hendrum's 140th Celebration on July 16th.

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *abstain*; SMART: *aye*. *MOTION PASSED.*

C. Heating Fuel Quotes: Mayor Johannsen requested permission to get spot quotes for heating fuel from Nepstad Oil and Perley Community Co-op at the summer fill rates and to order the heating fuel from the lowest quote.

MOTION: B. Schlapkohl moved; seconded by *P. Baukol* to authorize Mayor Johannsen to order heating fuel at the lowest quoted summer fill rate between Nepstad Oil and Perley Community Co-op.

BAUKOL: *aye*; JEFFERY: *absent*; JOHANNSEN: *aye*; SCHLAPKOHL: *aye*; SMART: *aye*. *MOTION PASSED.*

ADJOURNMENT

B. Schlapkohl moved; seconded by *M. Smart* to adjourn the meeting at 9:20 pm. The next regular council meeting will be held at 7:30 pm on August 8, 2022, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

Minutes submitted by: Keri Plemmons, Clerk-Treasurer